



*10th Annual*  
**POTTER'S BRIDGE**  
*Fall Festival*



**Applications and payment must be returned by September 11, 2009.**  
**Applications can be mailed to : 15513 South Union Street, Carmel, IN 46033**

Contact: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Please describe your booth layout:  
 \_\_\_\_\_

Please list the products you will have for sale:  
 \_\_\_\_\_

Did you participate in 2008?      Yes      No                      Do you use a tent?      Yes      No

What area of the event is your first choice for booth space?

covered bridge                      parking lot                      wooded area

What area of the event is your second choice for booth space?

covered bridge                      parking lot                      wooded area

By signing this application, I agree not to hold the Hamilton County Parks and Recreation Department responsible for any damage or theft which might occur to any of my personal property, my booth, and/or sales items during my participation in this festival. I accept responsibility for all individuals working in my booth space. I also understand that any fees for my participation in this event are non-refundable.

Anyone selling inappropriate items or items in bad taste will be asked to pull that product or leave the festival immediately. This show is incorporated around family activities including children.

I, the undersigned, intending to be legally bound, hereby, for myself, my heirs, executors and administrators, waive and release any and all rights and claims for losses and damages I may have against the Hamilton County Parks and Recreation Department and all other parties and their representatives, successors, and assignees for any and all injuries and all claims of damages demands and actions whatsoever which may arise as a result of participation in this festival. I hereby grant full permission to any and all forgoing to use photographers, videotapes or motion pictures of this festival for any purpose related to the festival, future festivals, beneficiary or sponsor.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Fall Fest Information

**Date:**

Saturday, October 3, 2009

**Festival Time:**

11:00 a.m. – 3:00 p.m.

**Location:**

Potter's Bridge Park, 19401 North Allisonville Road, Noblesville

**Booth Space:**

Approx. 10' X 10'

**Booth Fee:**

\$20, Checks or money orders can be made out to the Hamilton County Parks and Recreation Department.

**No Refunds:**

If you cancel your reserved booth space, you will NOT receive a refund. If the event is canceled due to a rain-out, you will NOT receive a refund.

**Set-up Time:**

Saturday, October 3 from 8:00 a.m. – 10:30 a.m.

**Vendor Responsibility:**

Vendors are responsible for supplying, setting-up and tearing down their own tents and displays. You are also responsible to clean up your booth area at the end of the event. All trash must be properly disposed of for consideration to participate in the following years festival.

You are also expected to remain open for business until the end of the event. Early teardown and departure will not be tolerated and you will not be asked to return for future festivals.

**Amenities:**

Some areas of the park have electricity. If you would like to request electricity, please mark it on your application form. There will be food and beverages for sale at the festival.

**Publicity:**

Advertisement for the festival starts in the summer. It is publicized in our park newsletter, local newspaper ads, Craftlister website, county website, posters, banners in the Noblesville Square and at the park, and flyers at all park events. Flyers will be available for vendors to distribute at other shows prior to this festival. If you would like flyers to distribute, please call 317-770-4400 and we will mail them ASAP.

**Mail your Application:**

Mail your application, check or money order to:

Hamilton County Parks and Recreation- Fall Fest App.  
c/o Michele Dixon  
15513 South Union Street  
Carmel, IN 46033

**Due Date:**

All applications must be postmarked no later than September 11 to secure a booth space at the festival.

Once we receive your application and check, you will receive a receipt and information package back from us if your application is accepted. The information package will remind you of set-up procedures, parking information, and booth space location. If you are not accepted, we will return your check by mail.

**Questions?**

If you have any questions, please contact at 317-770-4400. Or, e-mail Michele at [mad@co.hamilton.in.us](mailto:mad@co.hamilton.in.us)